

**TOWN OF DARIEN  
BOARD OF FINANCE  
REGULAR MEETING  
DECEMBER 15, 2015**

**ATTENDANCE:** Jon Zagrodzky, Chair; Frank Huck, Vice Chair;  
James Palen, James McLaughlin, Bruce Orr, David Lopiano

**ABSENT:** Diana Maguire

**STAFF:** Jennifer Charneski, Finance Director

**OTHERS:** First Selectman Jayme Stevenson; Jack Davis, RTM F&B  
Committee

**CALL TO ORDER.**

Mr. Zagrodzky called the meeting to order at 7:31 p.m. A quorum was present.

Mr. Zagrodzky welcomed Ms. Charneski as the new Finance Director.

**GIFT FROM FRIENDS OF GORHAM POND \$25,000 (BOS 12/14/15)**

Mr. Ed Gentile came forward to speak about the financial gift from the Friends of Gorham Pond. He outlined the various dredging and remediation projects that would be done with the State grant and Town funding. He pointed out that the State no longer uses sand on the Interstate, so the sediment will not build up as quickly as it has in the past.

**\*\* MR. ORR MOVED TO REFER THE \$25,000 GIFT FROM FRIENDS OF GORHAM POND TO THE RTM.**

**\*\* MR. LOPIANO SECONDED.**

**\*\* THE MOTION PASSED UNANIMOUSLY.**

**REVIEW 2016 CALENDAR.**

Mr. Zagrodzky said that he had reviewed the calendar and included a few additional meetings (1/5/16, 1/9/16 & 1/12/16) after he spoke with Mr. Harman of the Board of Education. He noted that the meeting on the 19th no longer included meeting with the BOE and would start at normally scheduled time of 7:30 p.m. It was also noted that the calendar dates were all for 2016 rather than 2015. This will be corrected before the calendar is posted.

**\*\* \*\* MR. LOPIANO MOVED TO APPROVE THE REVISED 2016 CALENDAR AS CORRECTED.**

**\*\* MR. MCLAUGHLIN SECONDED.**  
**\*\* THE MOTION PASSED UNANIMOUSLY.**

**TRANSFERS**

**a. P&Z – Seasonal and Overtime.**

Mr. McLaughlin asked about the BOF policy of reviewing any expenses that had to do with personnel. Mr. Zagrodzky said that the policy did require that and suggested that this policy be discussed by the Board in the future.

**\*\* MR. ORR MOVED THE FOLLOWING ITEM:**

**RESOLVED:**

**THAT THE FOLLOWING TRANSFER OF APPROPRIATIONS IS APPROVED:**

<b>From:</b>			<b>To:</b>		
Acct. Num.	Acct. Name	Amount	Acct. Num.	Acct. Name	Amount
10201011-82003	Training	\$2,000	10201011-81003		\$788
			10201011-81004	Overtime	\$1,212
	<b>TOTAL</b>	<b>\$2,000</b>		<b>TOTAL</b>	<b>\$2,000</b>

**\*\* MR. PALEN SECONDED.**  
**\*\*THE MOTION PASSED UNANIMOUSLY.**

**b. Payroll Transfer \$155,927 (Salary Contingency) (BOS 12/14/15)**

Mr. Zagrodzky gave a brief overview of the reasons for the various transfers. (See attached list).

Mr. Huck asked how the non-union amounts were determined. Ms. Charneski said that they were based on a 2.5% increase. Discussion followed about whether projected contingency was accurate. Mr. Lopiano asked how the non-union increase compared with the neighboring towns. First Selectman Stevenson said that Darien was competitive. Discussion followed.

**\*\* MR. HUCK MOVED TO APPROVE THE TRANSFER OF \$155,927 FROM THE ACCOUNTS AS OUTLINED IN THE MEMO DATED DECEMBER 8, 2015 FROM KATE CLARKE BUCH.**

**\*\* MR. ORR SECONDED.**  
**\*\*THE MOTION PASSED UNANIMOUSLY.**

## **FINANCIAL REPORT.**

Ms. Charneski said that she had followed Ms. Buch's previous report format for this month's report and would be including the new information that the Board requested in January. She then gave an overview of the information in the report.

Mr. Zagrodzky said that he hoped Ms. Charneski would bring some insight into how New Canaan handled the financial reports and how things might be done more efficiently. It was suggested that a line be added to include the BOE financial reports.

Mr. Orr said that he did not need the copies of the MUNIS reports unless it was needed for back up.

## **APPROVAL OF MINUTES.**

### **a. 11/17/15 -**

The following correction was noted:

Page 1, under **ABSENT**: please change "James R. Palen, Sr." to "James Palen"

**\*\* MR. MCLAUGHLIN MOVED TO APPROVE THE MINUTES OF  
NOVEMBER 17, 2015 AS CORRECTED.**

**\*\* MR. LOPIANO SECONDED.**

**\*\* THE MOTION PASSED UNANIMOUSLY.**

## **CHAIRMAN'S REPORT.**

Mr. Zagrodzky said that he had attended a meeting with Mr. Harman on the 19th of November. He said that Mr. Harman has discussed the Special Education issues.

State of the Town - All the presentations went smoothly. Mr. Zagrodzky said he spoke about the Five Year Forecast and highlighted some key areas such as capital projects and staffing. Mr. Zagrodzky said that he had discovered that the people who would be occupying the buildings were not at the table during the project design phase. He said that two key questions needed to be asked during the design phase of a capital project. Those questions should be "What problem is this project intended to solve?" and "Is this a permanent solution?"

Mr. Zagrodzky pointed out that if two employees, such as police officers, were hired at a routine salary, over a period of 20 years, the cost of the salaries would add up to 7.5 million dollars. The BOF should be considering staffing hiring just as seriously as they would constructing a school.

Discussion followed.

Mr. Jack Davis came forward to address the Board Members. He said that the F&B Committee had found Mr. Zagrodzky 's comments extremely refreshing. Mr. Davis said that the F&B committee was trying to determine how do to this more efficiently. He wondered what percentage of the beach fees paid the cost of running the beach. He said that he believed that the Town does value engineering, but said that the BOE had been discussing the new technology. When the schools were built, no one ever imagined that the technology would advance to the level that it has. The schools do not have enough power to run all these devices and wiring the buildings is very expensive. He encouraged everyone to plan for the future.

Mr. Orr asked Mr. Davis if there was a desire on the part of F&B to meet with the Board of Finance prior to the BOF making decisions. Mr. Davis said that the Committee intended to create a list of areas that they would like to consider and do some further analysis. He went on to speak about the BOE budget and the Special Education allocations.

Mr. McLaughlin said that he thought it was good that this cooperation was happening early in the process. Mr. Davis said that everyone wants what is best for the community and if the RTM can manage to look at the mistakes as Lessons Learned rather than having a personal agenda, Darien will benefit.

Mr. Zagrodzky said that he was pleased that Mr. Davis was present. He added that he would like to continue to promote the coordination. Then everyone has a sense of the current thinking on various issues.

Mr. Davis said that that he had a discussion with Ms. Hagerty-Ross and Mr. Harman about how to revamp the capital project process. Ms. Hagerty-Ross and Mr. Harman brought a great deal of critical information forward during that conversation.

Mr. Palen said that he found it very helpful when Mr. Cameron records the various committee meetings and puts them up on Vimeo.

Mr. Zagrodzky said that he would like to encourage the Board Members to attend the BOS meetings to listen and identify the areas that may need to be considered more closely. Discussion followed.

### **OTHER BUSINESS**

**\*\* MR. MCLAUGHLIN MOVED TO ADD AN ITEM TO THE AGENDA.**

**\*\* MR. LOPIANO SECONDED.**

**\*\* THE MOTION PASSED UNANIMOUSLY.**

Mr. Zagrodzky said that the Board needed to discuss the compensation for the First Selectmen. He said that this should be looked at during the summer so it would not be

done right before an election. Discussion followed about the details. Mr. Zagrodzky said that he would like Mr. McLaughlin to take another look at the information and make a recommendation to the Board. It should also be added to the agenda for discussion.

Mr. Huck asked about when the five year plan should be updated. Mr. Zagrodzky said that he had spoken to Ms. Buch about this. Discussion followed. Mr. Zagrodzky said that he would like to start working on the five year forecast in July.

Mr. McLaughlin then updated the Board on the status of the Darien Athletic Foundation endowment.

### **ADJOURNMENT**

**\*\* MR. LOPIANO MOVED TO ADJOURN.**

**\*\* MR. ORR SECONDED.**

**\*\* THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 8:42 p.m.

Respectfully submitted,

Diana Maguire  
Clerk, Board of Finance

Prepared by,

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Telesco Secretarial Services